

TELECOMMUNICATION ENGINEERING CENTRE

APPLICATION FOR AN ADVANCE FROM GENERAL PROVIDENT FUND

1. Name of the subscriber (In BLOCK LETTERS) : _____
2. Designation : _____
3. Pay : _____
4. G.P.F A/c No. : _____
5. Office in which GPF A/c is maintained at present : _____
6. Amount of advance required : _____
7. Purpose of advance required : _____
8. Balance at credit of the subscriber on the Date of application as per details on reverse : _____

9. Particular of previous advance if any, outstanding on this date

S. No.	Date of sanction	Amount sanctioned	Balance outstanding	Purpose of advance

10. Amount of the consolidate amount (item 6&9) and number of monthly installments in which the consolidated advance is proposed to be prepaid

Total Amount Rs. _____
To be recovered in _____
installment of Rs. _____ each

11. Full particulars of the pecuniary circumstances of the subscriber, justifying the application of the advance

: _____

I certify that particulars given above are correct and complete to the best of my knowledge and belief and that nothing has been concealed by me.

Signature of applicant _____

Designation _____

Dated _____

Section _____

Phone _____

Note: If the advance applied for is upto 3 months pay the maximum of installments can be 24. If however, the advance exceeds 3 months pay the maximum No. of installments can be 36.

Break-up of balance as on _____ as shown Col. 8 of the application:

(I) Closing Balance as per statement for the year _____ Rs. _____

(II) Add credit during the year _____

(a) Subscription _____ Rs. _____

(b) Refunds _____ Rs. _____

(c) Total of (a) & (b) _____

(III) Total of (I) & (II) _____ Rs. _____

(IV) Subtract Debits during the year _____

(a) Advance _____ Rs. _____

(b) Final Withdrawal _____ Rs. _____

(c) I.I. Premia withdrawal _____ Rs. _____

(V) Balance as on _____ Rs. _____
(i.e. (III) minus (IV))

Particular shown against item 3,4,5,8 & 9 have been verified.

Accounts Officer (Cash)
TEC, New Delhi